

MEMORANDUM FOR: Deputy Director/Support

FROM: Deputy Director/Intelligence

SUBJECT: Request for priority service on OGR requests for improved maintenance and repairs in [REDACTED]

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[REDACTED] 25X1A6a

REFERENCE: Report of the Inspector General's Survey of the Office of Central Reference.

1. I should like to ask that appropriate officers of your staff be instructed to give priority service to requests from OGR for improved maintenance and repairs in [REDACTED]. This is in accordance with the following recommendation which appears in the referenced report from the Inspector General:

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"It is recommended that the DD/I and DD/S establish [REDACTED] as a priority area with respect to Agency maintenance and repair requests and that prompt and vigorous attention be given to employee complaints in that area."

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2. The following are comments by the Inspector General on conditions in [REDACTED]

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"There are several locations (in OGR) which are, in the opinion of this survey, deplorable and not comparable to even minimum standards of working and health conditions. ... The worst of these conditions, of course, is [REDACTED]"

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Although the employees have apparently resigned themselves to working under these conditions, and deserve credit for this sacrifice, the Administrative Staff is still deluged with a variety of complaints relating to drafts, faulty heating and air-conditioning equipment, buckling floors, and termites. It is enough for the Agency to ask its employees to work under these conditions; it has a moral obligation to them to at least see that priority attention is given to requests for adequate maintenance and repairs."

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3. OCR informs me that most of its requests for repairs and maintenance in [REDACTED] do ultimately receive satisfaction from your staff, but that the process of getting results is commonly an exceedingly lengthy and time-consuming one due to the necessity of carrying on negotiations with the General Services Administration. I recognize that there's not much we can do about this, but it may still be worth while to inform Logistics of the IG's survey and ask that [REDACTED] be made a priority area.

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SIGNED

ROBERT AMORY, JR.